

DATE: January 3, 2000

DSL-BQA-00-003

TO: Community Based Residential Facilities

CBRF 01

FROM: La Vern Woodford, Chief
Resident Care Review Section

cc: Susan Schroeder, Director
Bureau of Quality Assurance

<p>Notice of Change in Licensing Fee for Community Based Residential Facilities</p>
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This memorandum outlines changes in the licensing fee structure for Community Based Residential Facilities (CBRFs) consistent with the enactment of the state budget bill, Wisconsin Act 9, that became effective October 29, 1999.

Section 1509 of Wisconsin Act 9 amends Section 50.037(2)(a), Wisconsin Statutes, to read (in part):

Section 50.037(2)(a) "The biennial fee for a community based residential facility is \$306.00, plus a biennial fee of \$39.60 per resident, based on the number of residents that the facility is licensed to serve."

For example, a CBRF licensed for 8 residents would submit a biennial licensing fee of \$306.00 plus \$39.60 for each of the 8 residents. **The "per resident" fee is based on licensed capacity, not the actual occupancy.** The additional per resident fee for an 8-bed CBRF would be \$316.80 (\$39.60 x 8 = \$316.80). The total biennial licensing fee in this example would be \$622.80 (\$306.00 base licensure fee plus the \$316.80 per resident fee).

The Department of Health and Family Services will implement the new biennial licensing fees on February 1, 2000. The fees will apply to regularly scheduled license renewals and to new license applications. When license renewals are due, facilities will receive a notice from the Bureau of Quality Assurance's regional office. This notice will reflect the new license fees.

Wisconsin Act 9 (1999) is available for review at the following website:

www.legis.state.wi.us/billtext/acts/99acts.html

If you have any questions regarding licensing fees, please contact your area Regional Field Operations Director listed below:

Pat Benesh

Regional Field Operations Director
Northeastern (Green Bay) Regional Office
Telephone: (920) 448-5249

Marianne Missfeldt

Regional Field Operations Director
Northern (Rhineland) Regional Office
Telephone: (715) 365-2802

Tony Oberbrunner

Regional Field Operations Director
Southeastern (Milwaukee) Regional Office
Telephone: (414) 227-4908

Phyllis Tschumper

Regional Field Operations Director
Southern (Madison) Regional Office
Telephone: (608) 243-2374

Joe Bronner

Regional Field Operations Director
Western (Eau Claire) Regional Office
Telephone: (715) 836-4753